

DATE: February , 2016

TO: Daryn Hedlund

FROM: Josh Sharp  
21<sup>st</sup> CCLC State Coordinator, North Dakota Department of Public Instruction

SUBJECT: Background memorandum regarding the North Dakota Department of public Instruction (ND DPI) request for a waiver to extend the period of availability of fiscal year (FY) 2012 and FY 2013 21st Century Community Learning Centers (21st CCLC) funds.

**Issue:** The North Dakota Department of Public Instruction (ND DPI) is requesting a waiver to extend the period of availability of FY 2012 21st CCLC allocation until September 30, 2016 and June 30, 2017 for FY 2013.

**Background:**

The North Dakota Department of Public Instruction (ND DPI) is requesting a waiver of the period of availability under section 421(b) of the General Education Provisions Act (GEPA) (20 U.S.C. Section 1225(b)) (also known as the “Tydings Amendment”) to extend the period of availability of FY 2012 21st CCLC funds until September 30, 2016 and June 30, 2017 for FY 2013.

ND DPI 21<sup>st</sup> CCLC program reverted 518,793.42 for FY 2012 and 683,490.74 for FY 2013. This occurred for a couple of reasons:

**FY 2012**

- At the time, the ND DPI 21<sup>st</sup> CCLC sub-grantees were spending down the grant award from the previous fiscal year.
- Two sub-grantees turned back a large sum of their grant award.
  - Grantee one went through administrative changes.
  - Grantee two was awarded an amount greater than they could spend and struggled with outreach.
    - This grant cycle started July 1, 2007. ND DPI will not be able to provide how sub-grantee awards were determined.

**FY 2013**

- ND DPI 21<sup>st</sup> CCLC grant cycle ended and new competition was held. Four of the previous eight sub-grantees did not receive an award. ND DPI held an additional two competitions in hopes of getting all regions of the state funded. On the final competition all but one region was funded. This caused ND DPI to turn back funds because of the following:
  - ND DPI was still operating a FY behind with how the previous five year cycle was developed. Turning back funds in FY 2012 caused ND DPI sub-grantees to not spend into FY 2013.
  - When the final competition was held, ND DPI was able to fund all but one region based on the competition results. The sub-grantee that was not funded received an annual award of \$560,371.00

Since the ND DPI 21<sup>st</sup> CCLC office was operating in the previous fiscal year, the sub-grantees turning back funds and an entire region not receiving funding caused ND DPI to turn back funds to the USDE for FY's 2012 and 2013.

When ND DPI realized it would be turning back a large sum of grant funds in FY 2012, it started working on a 2 year process to ensure this would not occur again. ND DPI instituted the following processes:

- Evaluated the 21<sup>st</sup> CCLC funds and ran additional competitions. ND DPI now has 10 sub-grantees compared to 8 when the funds were turned back.
- Sub-grantees are required to submit a mid-year and final financial report.
- Prior to the end of the third quarter each sub-grantee is required to provide a detailed plan on how they will ensure their award is spent down.
- ND DPI has quarterly desktop monitoring calls to discuss fiscal expenditures.
- ND DPI funds sub-grantees at a level ensuring they will spend down the majority of their grant.

Since these processes have been in place, ND DPI has not turned back any 21<sup>st</sup> CCLC funds to the USDE. Sub-grantees have been successful in spending down their grant awards. In accordance with ESEA SEC. 9401 (3) (A) State Education Agencies (i)-(iii), the ND DPI office emailed the ND DPI school administrators list serv and sent a press release asking for stakeholder feedback. Attached is a copy of the press release.

The NDDPI 21<sup>st</sup> CCLC program has three main goals. This extension will allow NDDPI to continue making progress towards these goals by reserving some funds to increase the grant given to the 21<sup>st</sup> CCLC resource center, reserve an amount for a 21<sup>st</sup> CCLC strand at the NDDPI fall conference, and distribute the rest to each of the North Dakota 21<sup>st</sup> CCLC subgrantees. Below are the goals that have been submitted to the USDE along with each activity that will help meet the respective goal.

- Participants in 21<sup>st</sup> CCLC programs will demonstrate educational and social benefits and exhibit positive behavioral changes.
  - North Dakota DPI Fall Conference – A 21<sup>st</sup> CCLC strand that will provide technical assistance to 21<sup>st</sup> CCLC subgrantees
  - North Dakota 21<sup>st</sup> CCLC Resource Center – Grant awarded to a subgrantee from the technical assistance set aside to provide training to all sub-grantees.
  - Grant Redistribution – This will allow subgrantees to use funds to increase programming in STEAM and other activities that correlate to educational achievement.
- 21<sup>st</sup> CCLC will offer a range of high-quality educational, developmental, and recreational services.
  - North Dakota DPI Fall Conference – A 21<sup>st</sup> CCLC strand that will provide technical assistance to 21<sup>st</sup> CCLC subgrantees
  - North Dakota 21<sup>st</sup> CCLC Resource Center – Grant awarded to a subgrantee from the technical assistance set aside to provide training to all subgrantees.
  - Grant Redistribution – This will allow subgrantees to use funds to increase programming in STEAM and other activities that correlate to educational achievement.

- 21<sup>st</sup> CCLC will serve children and family members with the greatest needs for expanded learning opportunities.
  - North Dakota DPI Fall Conference – A 21<sup>st</sup> CCLC strand that will provide technical assistance to 21<sup>st</sup> CCLC subgrantees
  - North Dakota 21<sup>st</sup> CCLC Resource Center – Grant awarded to a subgrantee from the technical assistance set aside to provide training to all sub-grantees.
  - Grant Redistribution – This will allow subgrantees to use funds to increase programming in STEAM and other activities that correlate to educational achievement.

#### FY 2012 Use of Funds

- ND DPI issues a grant to SEEC to operate the state 21<sup>st</sup> CCLC resource center. The current grant is \$50,000.00. ND DPI will plan on adding 25,000.00 to this grant to allow the resource center to expand on the technical assistance trainings they provide.
- ND DPI plans to redistribute the remaining amount of the FY 2012 unspent funds to the sub-grantees.

#### FY 2013 Use of Funds

- ND DPI issues a grant to SEEC to operate the state 21<sup>st</sup> CCLC resource center. The current grant is \$50,000.00. ND DPI will plan on adding 25,000.00 to this grant to allow the resource center to expand on the technical assistance trainings they provide.
- ND DPI host an annual conference. The 21<sup>st</sup> CCLC office will be offering an afterschool strand as well as a portion of the keynote speaker. There will be 4 presenters. The estimated cost to 21<sup>st</sup> CCLC will be \$28,000.00
- ND DPI plans to redistribute the remaining amount of the FY 2012 unspent funds to the sub-grantees.

#### Redistribution Process:

Each sub-grantee will be required to submit a written request for additional funds. Because of time constraints, the FY 2012 requests will need to focus on immediate expenditures like the summer institute, expand STEAM activities into programs. Each requesting sub-grantee will need to prioritize each activity to assist ND DPI. ND DPI will focus on funding each sub-grantees top priority. Once each sub-grantee has had their top priority funded, ND DPI will re-evaluate how to distribute the remaining funds.

#### Written Request Requirements:

1. Need include a detailed budget with timeline for expenditures.
2. Need prioritize each activity.
3. Each activity must be aligned to the goals of the sub-grantee.
4. Need to include a description on how each activity will help the sub-grantee achieve their goals.